



TRANSPORTATION WORKER I/II

Purpose:

To actively support and uphold the City's stated mission and values. To perform skilled and semi-skilled work in the installation and maintenance of traffic control signs, pavement markings, traffic control, and routine cleaning and maintenance of all bus stops.

Distinguishing Characteristics:

Transportation Worker I

This is the entry level class in the Transportation Worker series. This class is distinguished from the Transportation Worker II by the performance of the more routine tasks and duties assigned to positions within the series including the installation and maintenance of traffic signs, pavement markings, traffic control, and routine cleaning and maintenance of bus stops. Since this class is typically used as a training class, employees may have only limited or no directly related work experience.

Transportation Worker II

This is the full journey level class within the Transportation Worker series. Employees within this class are distinguished from the Transportation Worker I by the performance of the full range of duties as assigned including skilled and semi-skilled work in the installation, and maintenance of traffic signs, pavement markings, traffic control, and routine cleaning and maintenance of bus stops. Employees at this level receive only occasional instruction or assistance as new or unusual situations arise, and are fully aware of the operating procedures and policies of the work unit. Positions in this class are flexibly staffed and are normally filled by advancement from the I level or when filled from the outside require previous work experience.

Supervision Received and Exercised:

Transportation Worker I

Receives immediate supervision from the Traffic Operations Supervisor, Traffic Operations Crew Leader, or from other supervisory or management staff.

*Effective November 1988
Reviewed December 1993
Revised November 2000 (Job Title Change)
Revised March 2001 (Addition of Bus Stop duties)*

Transportation Worker II

Receives general supervision from the Traffic Operations Supervisor, Traffic Operations Crew or from other supervisory or management staff.

May exercise technical or functional supervision over lower level traffic maintenance staff.

Examples of Duties:

This class specification is intended to indicate the basic nature of positions allocated to the class and examples of typical duties that may be assigned. It does not imply that all positions within the class perform all of the duties listed, nor does it necessarily list all possible duties that may be assigned.

Duties may include, but are not limited to, the following:

- Lay out, stripe, paint and maintain lane lines, center lines, crosswalks, turn arrows, stop bars, railroad crossings, parking stalls, curbs and other pavement markings.
- Operate a variety of equipment used in the installation and maintenance of traffic control markings including propane torches, paint strippers, paint guns, forklifts, bucket truck aerial lift, drill presses, grinders, cutting torches and welders.
- Preventive maintenance and new installations on all traffic control devices.
- Modify and recycle damaged sign posts.
- Trim and remove tree/brush obstructing City property.
- Perform minor repairs to damaged sprinkler system irrigation lines.
- Install traffic cones and barricades; direct and control traffic during normal work schedule, evenings, weekends and special events.
- Assist in the construction of sign components.
- Perform routine maintenance of all bus stops including the replacement of bus schedules on shelters and stops; check fuses and bulbs for correct lighting; secure loose shelter panels; tighten bolts on furniture; touch-up with paint; and repair or replace broken slats on benches; remove/replace concrete benches using a crank truck.

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- Assemble bus benches and installation of furniture.
- Transport and deliver bicycles from the bike loan program to various locations.
- Perform electrical repairs to lighting systems including updating shelter wiring, refurbishing light assemblies; install electrical conduits; update electrical pole boxes; and requires blue stakes.
- Install and maintain solar lighting assemblies/batteries on transit shelters.
- Secure and mark bus stops with caution tape for any unsafe areas needing major repairs.
- Remove graffiti, stickers, and unauthorized signs and posters at all bus stops.
- Perform routine cleaning of all bus stops including powerspraying furniture and sidewalks with water and cleaning agents; wiping down furniture; and removing foreign substances from furniture and sidewalks.
- Pick up trash and debris at all bus stops; remove or chemically treat weeds; and prune obstructed brush or tree growth.
- Visually check entire bus stop site; report any items needing special repair or attention to assure the bus stop meets City of Tempe standards for cleanliness and safety; and complete and submit proper forms to supervisor at end of shift.
- Empty trash receptacles at all bus stops; disinfect and remove stains and spills from trash receptacles, inside, outside, and underneath; and replace liner.
- Operate sweeper equipment designed for sweeping bike paths and sidewalks.
- Keep updated inventory of materials/supplies in vehicles and warehouse.
- Create and close Hansen software work orders.
- Analyze routes and bus stop usage and make recommendations to improve operation efficiencies.
- Work with various personnel and departments to perform maintenance on City multipurpose bicycle paths.
- Perform related duties as assigned.

Experience and Training Guidelines:

Any combination of experience and training that would likely provide the required knowledge and abilities is qualifying. The hiring department may include job related experience, training or license and certification preferences at the time of recruitment. A typical way to obtain the knowledge and abilities would be:

Experience:

Transportation Worker I

One year of responsible construction and maintenance experience is desirable.

Transportation Worker II

One year of responsible experience in the installation and maintenance of traffic signs and markings comparable to that of a Transportation Worker I in the City of Tempe.

Training:

Transportation Worker I

Equivalent to the completion of the twelfth grade.

Transportation Worker II

Equivalent to the completion of the twelfth grade.

Licenses/Certifications:

Possession of, or ability to obtain, an appropriate, valid Arizona driver's license.

Possession of, or ability to obtain a Work Zone Safety and a Signs & Marking Level I International Municipal Signal Association (IMSA) Certification.

This position is included in the City's classified service, pursuant to City of Tempe Personnel Rules and Regulations, Rule 1, Section 103.

Job Code: 6621/6622

FLSA: Non-Exempt